



Republic of the Philippines
Department of Education
Region V- Bicol
SCHOOLS DIVISION OFFICE OF LIGAO CITY



Office of the Schools Division Superintendent

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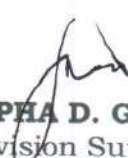
DIVISION MEMORANDUM

No. 0049, s. 2026

**ADVISORY TO DIVISION MEMORANDUM NO. 387, S. 2025 - DEPLOYMENT
OF PRE-SERVICE TEACHERS (PSTs) FOR TEACHING INTERNSHIP
SY 2025-2026**

To: Assistant Schools Division Superintendent
Chief Education Supervisors (CID & SGOD)
School Head/Department Heads Concerned

1. This is to inform the School Heads of the identified schools regarding the deployment of teaching interns from **Oas Community College** this SY 2025-2026 from February 3, 2026 – March 31, 2026.
2. The Implementing Rules and Guidelines for the Deployment and the List of Pre-Service Teachers are found in the given enclosure.
3. This Office reminds the concerned school heads to consider the qualifications of the teaching personnel who will be selected as Cooperating Teachers(CTs) to ensure a quality Mentoring and Coaching Program.
4. For information and guidance of all concerned.


NYMPHA D. GUOMO
Schools Division Superintendent



IMPLEMENTING RULES AND GUIDELINES FOR THE DEPLOYMENT OF PRE SERVICE TEACHERS ON THEIR FIELD STUDY I AND 2 FOR FIRST SEMESTER, AND TEACHING INTERNSHIP FOR SECOND SEMESTER FOR AY 2025-2026

With Reference to CMO No. 104, s 2017 on Revised Guidelines for Student Internship Program in the Philippines for all programs, and with the Memorandum of Agreement signed between the 2 parties, the Acting College Administrator of Oas Community College, **Dr. Edwina N. Sergio**, the first party, and the Schools Division Superintendent of Ligao City, **Dr. Nympha D. Guemo** as the second party, the following guidelines are issued on the deployment of Pre-Service Teachers under the following programs;

- Bachelor of Elementary Education (BEEd)
- Bachelor of Secondary Education (BSEd) Major in English, Mathematics and Science
- Bachelor of Technical-Vocational Teacher Education (BTVTEd) Major in Food and Service Management (FSM), Automotive Technology (AT), Electrical Technology (ET) and Welding and Fabrication Technology (WFT).

Intensive Field Study is necessary, which the pre-service teachers should experience in Field Study 1 (Observation of Teaching-Learning in Actual School Environment), and Field Study 2 (Participation and Teaching Assistantship) in preparation for their Teaching Internship Program, to wit;

1. He/she must submit a notarized written consent from his/her parent or guardian.
2. The deployment of Field Study 1 and 2 shall be a whole day (Six Hours per day), every Monday to Friday of each week, starting on September 15, 2025. Specifically, the schedule for each Field Study is as follows:

FIELD STUDY 1 - Observation of Teaching-Learning in Actual School Environment

- The student intern will report to the cooperating school for orientation of school policies and for the cooperating teachers who will be assigned to them. FS shall present to the cooperating teacher where he/she will get the data of the learning task given by the FS instructor.
- FS student has to prepare a field note where he/she will write the activities he/she accomplished for the day, signed and validated by the cooperating teacher.
- FS student shall focus on the observation of classes and see the teaching-learning environment, gather the data needed in performing their learning task, and identify a problem for their action research.
- The FS should write a reflection paper as their output to document the learning for the day.



- A portfolio is a requirement for FS 1.
- A compilation of learning tasks and outputs undertaken.

FIELD STUDY 2 - Participation and Teaching Assistantship

- Student interns will continue some of the activities started in FS 1.
- A reflection paper is required every day.
- Pre-service teachers will observe classes of the Cooperating Teacher (CT).
- Pre-service teachers must assist CT in the preparations of IMs, checking papers of the students and performing other duties and responsibilities of a teacher/ adviser.
- Demonstration teaching of the one of the teaching load assigned to them shall be the output to their CT.

TEACHING INTERNSHIP PROGRAM

- Pre-service teachers must abide by school rules, regulations, and professional standards of the school where they are assigned.
- Pre-service teachers need to prepare lesson plans and instructional materials before teaching.
- Pre-service teachers must exhibit professionalism, punctuality, and respect in all school-related activities.
- Participate actively in classroom and school activities as required.
- Submit all required documents, reports, and evaluation forms.

The following schools are proposed to be the cooperating schools for FS1, FS2, and Teaching Internship for A.Y. 2025-2026:

BACHELOR OF ELEMENTARY EDUCATION (BEEd)

Ligao West Central Elementary School (Binatagan)

Binatagan, Ligao, City

No.	Name of Pre-Service Teachers	Address
1	Ringad, Sweely	Paulog, Ligao, City
2	Rogando, Francine Marie	Tuburan, Ligao, City
3	Clemeña, Christyl Valerie	Abella, Ligao, City
4	Guadalupe, Ejanelee	Malama, Ligao, City
5	Madrilejos, Christine	Tomolin, Ligao, City
6	Saberdo, Princess	Bagumbayan, Ligao, City
7	Gumba, Mae	Guilid, Ligao, City
8	Ociel, Joeleen	Macalidong, Ligao, City
9	Peñafiel, Lorely	Macalidong, Ligao, City
10	Polong, Erika	Bonga, Ligao, City
11	Prianes, Mensie	Greenfield, Ligao, City
12	Rezare, Daniela	Paulog, Ligao, City
13	Ricafort, Jeane Rose	Guilid, Ligao, City
14	Revilla, Mary Jane	Binatagan, Ligao, City



Herrera Elementary School

Herrera, Ligao, City

No.	Name of Pre-Service Teachers	Address
1	Abalos, Rubie Joy	Herrera, Ligao, City
2	Pontejos, Marianne	Mahaba, Ligao, City
3	Robledo, Ma. Elizabeth	Layon, Ligao, City
4	Burce, Richelle	Baligang, Ligao, City
5	Malaca, Adie Lyn	Pinit, Ligao, City
6	Aquino, Jade	Batang, Ligao, City

BACHELOR OF SECONDARY EDUCATION (BSEd)

Ligao City National Technical-Vocational High School

Nasisi, Ligao, City

No.	Name of Pre-Service Teachers	Address
Science		
1	Bejel, Ella Mae	Tambo, Ligao, City
2	Neviro, Marites	Calzada, Ligao, City
3	Ruiz, Princess	Herrera, Ligao, City
4	Esplana, Jay Mark	Nasisi, Ligao, City

Ligao National High School

Ligao, City

No.	Name of Pre-Service Teachers	Address
English		
1	Bolano, Federico	Pinit, Ligao, City
2	Dacuya, Erian	Nabonton, Ligao, City
3	Otelia, Salve	Nasisi, Ligao, City
4	Selpides, Mariel Kaye	Bagumbayan, Ligao, City
5	Tilos, Wendelyn	Tuburan, Ligao, City
6	Bello, Hazel	Batang, Ligao, City
7	Reomalis, Kryz Gyll	Tinago, Ligao, City

Deogracias P. Princesa Memorial High School

Ranao-Ranao, Ligao, City

No.	Name of Pre-Service Teachers	Address
English		
1	Peñafiel, Ramil	Ranao-Ranao, Ligao, City
2	Pobar, Zoe Joie	Tinampo, Ligao, City
3	Dalisay, Merald	Bonga, Ligao, City
4	Moraleda, John Mark	Palapas, Ligao, City
5	Buban, Kheanne Louisa	Francia, Ligao, City
6	Colle, Jasmine Joy	Tagpo, Ligao, City
7	Potentado, Ma. Monica	Allang, Ligao, City



8	Raymundo, Jamaica	Dunao, Ligao, City
Science		
1	Ocfemia, Angelika	Pinamaniquian, Ligao, City
2	Ognita, Maridel	Binatagan, Ligao, City

BACHELOR OF TECHNICAL-VOCATIONAL TEACHER EDUCATION (BTVTEd)

Amtic National High School Amtic, Ligao, City

No.	Name of Pre-Service Teachers	Specialization	Address
T.L.E.			
1	Banawon, Charlyn B.	BTVTEd-FSM	Tambo Ligao, City
2	Jacinto, Cherish Gayle M.	BTVTEd-FSM	Binanowan Ligao, City
3	Broma, Jade Laurence B.	BTVTEd-ET	Herrera, Ligao City
4	Sanchez, Krisha B.	BTVTEd-ET	Binanowan Ligao City
5	Abia, Jayrick R.	BTVTEd-ET	P-7 Sto. Nabonton, Ligao City
6	Bonaobra, Mikeson P.	BTVTEd-AT	Nabonton Ligao, City

Ligao National High School Ligao, City

No.	Name of Pre-Service Teachers	Specialization	Address
T.L.E.			
1	Alos, Alyson Bea D.	BTVTEd-FSM	Tuburan Ligao, City
2	Barba, Antonette S.	BTVTEd-FSM	Batang Ligao, City
3	Barba, Kristine Joy A.	BTVTEd-FSM	Batang Ligao, City
4	Señora, Krizia Jane B.	BTVTEd-FSM	Tinago Ligao, City
5	Payla, Shianen B.	BTVTEd-FSM	Calzada Ligao, City
6	Peralta, Troy D.	BTVTEd-FSM	Calzada Ligao, City
7	Quitasol, Cristian M.	BTVTEd-AT	Bonga Ligao, City
8	Cadag, Gerald M.	BTVTEd-ET	P-4 Tuburan, Ligao City
9	Divinaflor, Arjay A.	BTVTEd-ET	Tuburan, Ligao City
10	Bonon, Lyka C.	BTVTEd-FSM	Tinampo Ligao City
11	Patingo, Grace V.	BTVTEd-FSM	Tastas Ligao City
12	Ativo, Abigail P.	BTVTEd-FSM	Tastas Ligao, City
13	Broncano, Joseph P.	BTVTEd-ET	P-6 Pandan, Ligao City
14	Juarez, Daniel B.	BTVTEd-ET	Pandan, Ligao City
15	Barbastro, Kert Jansen T.	BTVTEd-AT	Bobonsuran Ligao, City
16	Basilan, Paul Allen R.	BTVTEd-AT	Bobonsuran Ligao, City

Deogracias P. Princesa Memorial High School Ranao-Ranao, Ligao, City

No.	Name of Pre-Service Teachers	Specialization	Address
T.L.E.			
1	Brillante, Lorenz R.	BTVTEd-ET	Ranao-Ranao, Ligao City
2	Bruma, Carlo P.	BTVTEd-ET	Tinampo, Ligao City
3	Brillante, Christian Danielle C.	BTVTEd-AT	Ranao-Ranao Ligao, City
4	Pesico, Angelo R.	BTVTEd-AT	Tomolin Ligao, City
5	Bacongallo, John Kenneth M.	BTVTEd-AT	Tomolin Ligao, City
6	Angustia, Louis Alfred Q.	BTVTEd-FSM	Macalidong Ligao, City



Paulba National High School
Paulba, Ligao, City

No.	Name of Pre-Service Teachers	Specialization	Address
T.L.E.			
1	Posiquit, Sunshine P.	BTVTED-FSM	Malama Ligao, City
2	Palcon, May Cayla N.	BTVTEd-FSM	Francia Ligao City
3	Pacites, Joshua P.	BTVTEd-AT	Allang Ligao, City
4	Perera, Adrian A	BTVTEd-AT	Bacong Ligao, City
5	Casil, Edria Jane P.	BTVTEd-AT	Tibabo Pioduran, Albay
6	Clemencio, James Edward Vick A.	BTVTEd-AT	Tiongson Ligao, City